IN THE CLAIMS:

Please amend claims 9, 10, 13-15, 18 and 19, **and add** new claims 20-24, as shown in the complete list of claims that is presented below:

Claims 1-8 (Canceled).

9. (currently amended) A communications terminal equipment, connected to a single communication circuit for use by a plurality of users, comprising:

a memory for storing a plurality of user names and a plurality of ~~extension~~ identification numbers corresponding to the respective user names, and for storing a plurality of plans specifying planned activities and schedules for each of the plurality of users; [[and]]

a processor for providing in response to a call from a caller on the single communication circuit, a first voice message announcing to the caller the user names and corresponding ~~extension~~ identification numbers stored in the memory, and for providing in response to a designation by the caller of one of the announced user names, a second voice message announcing to the caller the planned activities and schedule of the designated user when the planned activities and schedule of the designated user indicate that the designated user is not available to answer the ~~call.~~ call; and

a speech output unit to announce, in plain speech, that the designated user has an incoming call if the designated user is available to answer the call, the announcement identifying the designated user by name.

10. (currently amended) A communications terminal equipment according to Claim 9, wherein the memory ~~is a memory for~~ also stores ~~storing~~ operation guides for use in generating the first and second voice messages.

11. (previously presented) A communications terminal equipment according to Claim 9, wherein the plurality of user names are stored in the memory as respective speech data.

12. (previously presented) A communications terminal equipment according to Claim 9, wherein the plurality of user names are stored in the memory as respective data based on reading and an accent type thereof.

13. (currently amended) A communications terminal equipment connected, to a single communication circuit, for use by a plurality of users, comprising:

a memory for storing a plurality of user names and a plurality of ~~extension~~ identification numbers corresponding to the respective user names, and for storing a plurality of e-mail addresses corresponding to the respective user names; [[and]]

a processor for providing in response to a call from a caller on the single communication circuit, a first voice message announcing to the caller the user names and corresponding ~~extension~~ identification numbers stored in the memory, for providing in response to a designation by the caller of one of the announced user names, a second voice message requesting the caller to record a voice-mail message when the designated user is not available to answer the call, and for sending the recorded voice-mail message to the stored e-mail address of the designated ~~user.~~ user; and

a speech output unit to announce, in plain speech, that the designated user has an incoming call if the designated user is available to answer the call, the announcement identifying the designated user by name.

14. (currently amended) A communications terminal equipment according to Claim 13, wherein the memory ~~is a memory for~~ also stores ~~storing~~ a plurality of plans specifying planned activities and schedules for each of the plurality of users, and the processor ~~is a processor for~~ also determines, ~~determining~~ on the basis of the planned activities and schedule of the designated user, when the designated user is not available to answer the call.

15. (currently amended) A communications terminal equipment according to Claim 13, wherein the memory ~~is a memory for~~ also stores ~~storing~~ operation guides for use in generating the first and second voice messages.

16. (previously presented) A communications terminal equipment according to Claim 13, wherein the plurality of user names are stored in the memory as respective speech data.

17. (previously presented) A communications terminal equipment according to Claim 13, wherein the plurality of user names are stored in the memory as respective data based on reading and an accent type thereof.

18. (currently amended) A method of communicating with one of a plurality of users of a communications terminal equipment connected to a single communication circuit, said method comprising the steps of:

receiving a call from a caller on the single communication circuit;

transmitting in response to the call, a first voice message announcing to the caller a plurality of [[user]] names of users and a plurality of corresponding ~~extension~~ identification numbers stored in a memory provided in the communications terminal equipment;

receiving a designated ~~extension~~ identification number selected by the caller, from among the announced plurality of extension numbers, to identify a particular one of the users;

determining whether or not the particular one [[user]] of the users corresponding to the designated ~~extension~~ identification number is available to answer the call;

announcing through a speech output unit, in plain speech, that the designated user has an incoming call when the designated user is available to answer the call, the announcement identifying the designated user by name;

transmitting to the caller a second voice message requesting the caller to record a voice-mail message when the ~~designated user~~ particular one of the users is not available to answer the call;

recording the voice-mail message received from the caller in response to the second voice message; and

sending an e-mail message including the recorded voice-mail message to an e-mail address also stored in the memory, which corresponds to the particular one ~~user~~ of the users.

19. (currently amended) A method of communication according to Claim 18, wherein the step of determining whether or not the <u>particular</u> one <u>of the users</u> ~~user~~ is available to answer the call includes referring to a plurality of plans also stored in the memory specifying respective planned activities and schedules of the plurality of users.

20. (new) A communications terminal for use by a plurality of users, the communication terminal being connected to a single communication line, comprising:

a memory for storing a plurality of user names and a plurality of identification numbers corresponding to the respective user names, and for storing a plurality of plans specifying planned activities and schedules for each of the plurality of users; and

a processor for providing in response to a call from a caller on the single communication circuit, a first voice message announcing to the caller the user names and corresponding identification numbers stored in the memory, and for providing in response to a designation by the caller of one of the announced user names, a second voice message announcing to the caller the planned activities and schedule of the designated user when the planned activities and schedule of the designated user indicate that the designated user is not available to answer the call.

21. (new) A communications terminal according to Claim 20, wherein the memory also stores operation guides for use in generating the first and second voice messages.

22. (new) A communications terminal according to Claim 20, wherein the plurality of user names are stored in the memory as respective speech data.

23. (new) A communications terminal according to Claim 20, wherein the plurality of user names are stored in the memory as respective data based on reading and an accent type thereof.

24. (new) A communication terminal according to Claim 20, further comprising:

a speech output unit to announce, in plain speech, that the designated user has an incoming call if the designated user is available to answer the call, the announcement identifying the designated user by name, and

a housing for the memory, processor, and speech output unit.